

1. Meeting of the **Board Economic Development Corporation 4B** was called to order on Tuesday, January 30, 2018 at 7:00 p.m. in the Bronte City Hall Council Room, 114 S. Washington, Bronte, TX. Crystal Blevins, EDC Coordinator presided over the meeting. Board members present – Reese Braswell, Katie Cooper-Ramirez, Brenda Hines, Melinda McCutchen, Marlene Vaughn, and Susan Williams. George Tomes was absent. Visitors present – Denise Gallaway, Stormy Vaughn, Steve Hines, Paul Knight and Donna Hall.
2. Pledge of Allegiance
3. Municipal Judge Crystal Blevins administered *Statement of Appointed Officers*, and *Oath of Office* to all of the board members.
4. Introduction by each board member with summation of strategies.
5. Motion was made by Reese Braswell and seconded by Melinda McCutchen to appoint Board Director Officers as follows: President – George Tomes, Vice-President Susan Williams, Secretary – Brenda Hines, Treasurer-Reese Braswell. Ayes – All. Susan Williams then began presiding over the meeting.
6. Discussed the *Open Meetings Act* and *Public Information Act*. Reviewed printed material and took Certificates from those who have completed the online training. Crystal informed the board that some minutes from prior board meetings were missing.
7. Discussion regarding EDC 4B projects. Board members were provided handouts with eligible project list.
8. Discussed recent removal of Gerald Sandusky by City Council, and attached resignation letters from Lee Wommack, Fran Sonnenberg and Martha Ratliff.
9. Tabled discussion and action regarding October 30, 2017 Bronte 4B EDC Meeting Minutes.
10. Motion was made by Reese Braswell and seconded by Marlene Vaughn that minutes from November 20, 2017 minutes be null and void. Ayes – All.
11. Discussion regarding the contract with Andra Arrott, as Administrative Clerk for the Bronte EDC 4A Board of Directors. Marlene made a motion to accept and to raise the salary to \$300.00 per month. Katie Cooper-Ramirez seconded. Ayes - All.
12. Reese Braswell made the motion to approve and pay the bills. Katie Cooper-Ramirez seconded. Ayes – All.
13. Reviewed and discussed the Bronte EDC 4B Bylaws. Melinda McCutchen made the motion to approve the bylaws as presented. Second by Brenda Hines. Ayes – All.
14. Crystal led discussion regarding removal of present signatories and adding following signatories to the Bronte EDC 4B bank accounts: Andra Arrott, Reese Braswell, George Tomes and Susan Williams. Motion to approve by Melinda McCutchen, seconded by Katie Cooper-Rameriz. Ayes – All.
15. Grant application from Shear Heaven (Donna Hall) was presented to the board. Motion was made by Melinda McCutchen to accept, and approve *Performance Agreement* as discussed and will be filled out. Seconded by Marlene Vaughn. Ayes – All
16. Jason Luna gave presentation regarding available USDA grants. Discussion was had, and questions answered with materials given to board members to review.
17. A motion was made by Marlene Vaughn to apply for *USDA Rural Business Development Grant*. Motion was seconded by Melinda McCutchen. Ayes - All
18. Report of the *Texas Comptrollers Economic Development Corporation Report* for EDC 4B fiscal year 2017 was tabled.

19. Discussed the purchase of a laptop and software for EDC Clerk. Reese Braswell made a motion to allow purchase of office equipment as needed with \$1,000.00 cap. Melinda McCutchen seconded the motion. Ayes - All.
20. Discussion of the upcoming budget FY 2017-2018 was tabled, until more information is forthcoming regarding strategic plans.
21. Crystal presented opportunity to hire Carlton Schwab for board training in March. He will come to Bronte for \$1000.00 for both boards. Melinda McCutchen made the motion to approve, and seconded by Brenda Hines. Ayes - All.
22. Heard public comments by Denise Gallaway.
23. Motion was made by Melinda McCutchen, and seconded by Reese Braswell to adjourn at 9:20.

Reese Braswell
VICE PRESIDENT

Brenda Hines
SECRETARY